

Halifax
Regional
Municipality



March 1, 2011

Mr. Richard A. Butts

480(1)

Dear Mr. Butts

We are delighted to confirm our offer of employment to you with the Halifax Regional Municipality (HRM) effective March 28, 2011. The terms and conditions of your employment are set out in the following paragraphs. Please read this letter carefully then sign and return the duplicate copy no later than March 18, 2011.

1) Subject to the objectives and policies set by Halifax Regional Council, the Chief Administrative Officer (CAO) will be responsible for providing leadership and direction in all aspects of delivering and implementing Council priorities. The CAO agrees to diligently perform all of his responsibilities in conformity with all legal requirements, including but not limited to the Halifax Regional Municipality Charter, The Municipal Government Act and to diligently promote the interests of the Halifax Regional Municipality.

2) You will commence employment as Chief Administrative Officer on March 28, 2011, as noted above, at an annual salary of \$285,000.00 (Base Salary). You will report to Halifax Regional Council through the Mayor and the Administrative Standing Committee.

3)

477(1)(e)

4) After the first year of employment and every year thereafter, based on a yearly satisfactory performance review conducted by the Mayor and Administrative Standing Committee and approved by Council,

477(1)(e)

During this review, the parties will jointly establish HRM's and the CAO's goals for the upcoming year and assess the CAO's performance over the past year.



5) You will be entitled to the same Employee Benefit Program as is offered to other non-union employees of the Halifax Regional Municipality.

- The salary and benefit payments made to you shall be subject to such deductions as HRM is from time to time required to make pursuant to law, government regulations or by consent of the employee
- You will be entitled to be paid the professional association membership fees as may be approved in your budget by Council on a yearly basis

6) You will be entitled to [REDACTED] 477(1)(e) [REDACTED] paid vacation per year, commencing upon your hire

7) [REDACTED]
[REDACTED] 477(1)(e) [REDACTED]
[REDACTED]

8) In the event of termination by HRM without just cause, you shall be entitled to a severance package of [REDACTED] 477(1)(e) [REDACTED]

9) The parties agree that your employment may be terminated in the following circumstances:

a. The employee may terminate his employment by giving [REDACTED]
[REDACTED] 477(1)(e) [REDACTED]

b. The employer may terminate your employment for just cause without notice or payment in lieu thereof. You reserve all legal rights related to this matter.

10) [REDACTED]
[REDACTED] 480(3)(d), 477(1)(e) [REDACTED]
[REDACTED]

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480(3)(d), 477(1)(e)

11) You will be eligible to join the HRM Pension Plan and transfer your pension from OMERS Pension Plan through our existing reciprocal agreement

12) 477(1)(e)

13) You also acknowledge that as Chief Administrative Officer, you will acquire certain information about certain matters and issues that are confidential, therefore you agree not to disclose to any unauthorized person or otherwise reveal any confidential information or documents which relate to the business of HRM or any matters relating to HRM or its affiliates except as may be required by law and as such you agree to sign a confidentiality agreement

14) You acknowledge that you have read and understand our offer of employment and acknowledge that you have had the opportunity to obtain independent legal advice with respect to it

477(1)(e)

Please confirm your acceptance of our offer of employment by signing this letter and returning it to my attention by March 18 2011

On behalf of Halifax Regional Council, I am very pleased that you will be joining us and we look forward to a mutually successful and rewarding association

Respectfully, I remain

**** Original Signed
Peter Kelly
Mayor**

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I have hereby reviewed the said terms and hereby consent to the terms and
accept the offer of a ride on bus

Signature  480(1)

Date MARCH 18 2011